

**641—70.8(135) Lead-safe work practices training program approval and lead-safe work practices contractor registration.**

**70.8(1)** Training program approval. Beginning July 1, 2004, any lead-safe work practices training program offered in the state of Iowa shall be approved by the department. A lead-safe work practices training program shall not state that it has been approved by the state of Iowa unless it has met the requirements of 641—70.8(135) and has been issued a letter of approval by the department.

*a.* Lead-safe work practices training courses shall meet the following requirements:

(1) The instructor shall have successfully completed a 20-hour sampling technician course, a 40-hour lead inspector/risk assessor course, or a 40-hour lead abatement contractor course.

(2) The instructor shall have demonstrated experience in training.

(3) The course shall be 8 hours in length. Each training hour shall include at least 50 minutes of instruction. Instructors shall follow the curriculum provided by the department, including the hands-on exercises and course test. Instructors may also add additional pertinent material.

(4) The instructor shall provide a copy of the student training manual to each person taking the course.

(5) The instructor shall ensure that each course is 8 hours in length. The instructor shall ensure that any student who misses more than 15 minutes of class time makes up the time before taking the course test. In order to receive credit for the course, attendees must be in attendance for the entire course.

(6) The instructor shall administer the course test that is included in the training materials provided by the department. A person shall receive a score of at least 80 percent on the course test to successfully complete the course.

(7) The instructor shall issue a signed course certificate to each successful participant.

(8) The instructor shall evaluate the course each time that it is offered using the form provided by the department. The instructor shall ensure that each participant completes a course evaluation.

(9) The instructor shall keep all records of the course for at least six years or until a state of Iowa/EPA requirement for the certification of lead-safe work practices contractors is implemented, whichever is longer.

(10) At a minimum, the instructor shall keep the following records for each course:

1. A copy of the student training manual given to the students.

2. The dates and place that the course was held.

3. The actual sign-in sheets for the course.

4. The test and answer sheet for the course.

5. The evaluation forms for the course.

(11) The instructor shall keep the following records in a separate file for each participant:

1. The participant's name, address, and telephone number.

2. The participant's answer sheet.

3. A copy of the course certificate issued to the participant.

(12) The instructor shall notify the department in writing at least seven days in advance of planned training courses and shall allow the department to sit in on the course and to audit the records that the training program is required by this rule to maintain.

(13) The instructor shall report to the department the number of people who successfully complete the course each quarter. Reports shall be due on January 15, April 15, July 15, and October 15 of each year.

*b.* The instructor shall ensure that the training program complies at all times with all requirements in this rule.

**70.8(2)** If a training program desires approval of a course by the department, the training program shall apply to the department on forms supplied by the department at least 30 days before the initial offering of the course. Programs that were voluntarily approved by the department prior to July 1, 2004, shall remain approved.

**70.8(3)** Voluntary contractor registration.

*a.* Beginning July 1, 2004, a person who has successfully completed an approved lead-safe work practices training course may register with the department after the date of course completion. The applicant must submit:

- (1) A completed application form;
- (2) Documentation of successful completion of an approved lead-safe work practices training course;
- (3) A nonrefundable fee of \$10.

*b.* Registered lead-safe work practices contractors must complete renewal registration each year. To receive renewal registration, a registered lead-safe work practices contractor shall submit:

- (1) A completed application form;
- (2) A nonrefundable fee of \$10.

*c.* A person shall not claim to be a registered lead-safe work practices contractor in the state of Iowa when the person is not.